SECRET,

## 18 Pecember 1961

MINORANIMA FOR: Special Assistant to AD/CI

Chief of Staff, Off

SWAJECT : 20/1 Realing of State Department Guidaline Report

1. As you know, this Agency provides formal written communic on draft State Separtment "Suidelines for Policy and Spenations". In the SM/I area the procedure has been for SSS to take the artise and to youngers with OTI joint CSS/OTI communic. These communic are forwarded to the unionispect who incorporates then with communic from SSP in an Agency reply.

- 2. In addition to formal commute impalistely prior to publication, State Reportment procedures provide for indexent weaking level consultation with other agencies while a guideline paper is being drafted. Although there has been early commitation with SIA in a few instances, such consultation has not token place for most of the papers now in the State pipeline. In an effort to ethnishe early commitmises, the SD/I has sent the attacked letter to Mr. Lucius Bottle at State.
- 3. The inter to Mr. Nottle formed lists of CT personnel to serve as points of centert for informal easily consultation with this agency. In view of the large number of papers which will be involved and the desirability of making wer of the detailed expective evalidate in OCI from the subset, the BD/I has decided that OCI simula be responsible for economicing SD/I support at this stage. However, OCI action offices about consult their OM appealts numbers whenever requests for early informal economic and support are received, and the latter about be given opportunity to participate fully in whetever support is provided to the extent that estimative issues versent. OCI about also touch been with OMI in the memor to be described below for formal economic, and should notify the undereigned that State has requested support.



- 4. With the disputch of the letter to Mr. Notice there will also be a parallel change in the method of producing formal written commute in the MVI area. Off will become the notices office proporting commute for other MVI offices and for proporting combined commute for transmitted to the unicodigms. The drafts for framel commute will, therefore, now be forwarded to Off (one of these should be returned with the written commune). Off will, of course, continue to play its present major substitutive role, and will normally be apported to privite a statement as to whether the proposal faddaline paper adequately reflects the accommon of the situation contains in MRs and related papers.
- 5. The Me/I also wishes the namely established Research Division of CEI to purthelpate in property formal established. At present the resources of this Division are limited because it is far below authorized strength. Until further notice, therefore, CEI should not refer papers routinally to CEI. Instead, the CEI action officer on each paper should call the Chief of the Research Medicion (Mr. Nouse Charle, extension CEI.3) to determine whether his Division wishes to participate.
- 6. For, if any, galdeline papers will require referral to 20/1 offices other than OCI, ONE and OCI. Such referral about the made by OCI on an at her basis when it seems to be required.

LOUIS MARKETO

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CONFERMIN

## 13 December 1961

MEMORANDUM FOR: L. D. Battle

Rescutive Secretary Department of State

SUBJECT : Working Level Consultation with CIA on "Guidelines

for Policy and Operations"

EXPERENCE: Memorandum for the Director, CIA from the

Undersecretary of State, dated 6 November 1961

1. We have, over the past month, received copies of several guideline papers sent to this Agency for formal comment prior to their final publication and dissemination. We are glad of this opportunity to comment on these papers and hope that our remarks have been of value to the regional Assistant Secretaries responsible for their preparation.

- 2. The referenced memorandum also contemplates that consultation will occur with other interested agencies at the working level while a guideline paper is being drafted. We have found that in a few instances such informal consultations have taken place, but that for a great majority of the countries they have not. We would value the further development of these informal early contacts in the belief that we can be helpful to the authors at this stage and that there are advantages to conveying our views as early in the production process as possible.
- 3. I suspect that the major explanation for the relative absence of early informal contact is simply that the authors of the papers do not know who their CIA counterparts are. With this thought in mind, I am attaching lists of Agency personnel who are available to State Department officers for early informal consultation. A separate list is provided for each State Department Bureau. The CIA individuals named are not the only ones in the Agency doing work on the countries listed but they of course have access to the others.



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4. I recognize that early consultation with CIA may not be necessary or desirable for every guideline paper. Nonetheless, I hope that the attacked list will stimulate more such consultation on future papers.

5. I do not intend by enything I have said to suggest changes in present procedures for securing formal CIA comments on guideline papers. Papers for formal comment should continue to be addressed to me.

ROBERT AMORY, JR.

ODDI:LMARENGO:jts (13 Dec 61)

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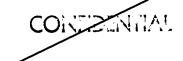
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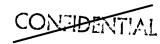
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